



Lamar University – M.Ed. in Educational Technology Leadership

Field-based Activities Monthly Report: Log

Instructions: Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

Date: <u>November 1, 2011</u>		Total Internship hours at the start of the month:	441
Week	Functions	Description	Hrs
1	Week's Activities	Create an interactive student and teacher website. Include a links page that will promote professional development and integration of technology into Core Curriculum. (3 Hours) Discuss, evaluate, and integrate 21st Century teaching methods and technologies. Assist students and teachers with technologies. Participate in and facilitate continued professional development. (3 Hours)	6
	Standard/Indicator	TF-VI.B; TF-VI.C	
	Communication with Site Mentor	Face-to-Face and Email	
2	Week's Activities	Recommend and demonstrate use of appropriate technology resources to promote safe and healthy use of technology. This will be accomplished via email, class website, professional development, in-class support, video tutorials, and upon teacher request. (2 Hours) Cont.: Build, promote, and implement technology alliances and partnerships using Wikis, Smart Technologies, EInstruction, AEIS Comparison Campuses, and Region 10. (4 Hours) Participate in the District's discussion boards through Moodle in order to assist in the development of strategic plans to improve technology. (2 Hours)	8
	Standard/Indicator	TF-VI.D; TF-VIII.C; TF-VIII.D	
	Communication with Site Mentor	Phone, Email, and Face-to-Face	

3	Week's Activities	<i>On the Spot</i> videos will also be created to reinforce Core Curriculum. (4 Hours) Provide job-embedded training and provide on-going, in-class support to teachers. (3 Hours)	7
	Standard/Indicator	TF-V.C; TF-III.C	
	Communication with Site Mentor	Face-to Face & Email	
4	Week's Activities	N/A Holiday Week	0
	Standard/Indicator		
	Communication with Site Mentor		
5	Week's Activities	Technology Integration Mentor: Support, develop, facilitate, and use Web 2.0 technologies in order to provide mentoring and integration of technology on our campus. Research, identify, model, and apply concepts and methods to integrate technology into Core Curriculum. Discuss, evaluate, and integrate 21st Century teaching methods and technologies. Assist students and teachers with technologies. Participate in and facilitate continued professional development. Collaborate with students, staff, district, and community on technology integration and related issues to technology. (5 Hours) Create partnerships with local businesses to assist with campus and classroom needs. Provide job-embedded training and provide on-going, in-class support to teachers based on campus and classroom needs. (3 Hours)	8
	Standard/Indicator	TF-VI.C; TF-I.A	
	Communication with Site Mentor	Face-to-Face, Text Messages, and Email	
Hours worked this month:			29
Total Internship hours to date including this month:			470